

Information Technology Resource Management Council (ITRMC)
Access Idaho Steering Committee

Meeting Minutes
(Approved by Committee March 20, 2003)

September 19, 2002

The Access Idaho Steering Committee monthly meeting was held on Thursday, September 19, 2002, from 1:30 to 2:00 p.m., in the East Conference Room of the Joe R. Williams Building, Boise, ID.

CALL TO ORDER, WELCOME

Chairman **Bill Farnsworth**, who welcomed members and others in attendance, called the meeting to order.

ATTENDANCE

Members Present:

Bill Farnsworth, ITRMC Staff
Chuck Goodenough, Secretary of State's Office
John McAllister, Department of Labor
Susan Simmons, Idaho Transportation Dept.
Scott Somerhalder, Access Idaho
Rob Spofford, Department of Water Resources

Absent Members:

Mark Little, Division of Purchasing

Others Present:

Emily Gales, ITRMC Staff

REPORT FROM ACCESS IDAHO

Scott Somerhalder, Access Idaho, reviewed the Access Idaho **General Manager's (GM) Report**.
(Refer to handout: <http://www2.state.id.us/itrmc/committees/accessidaho/jul-aug02gmreport.pdf>.)

REVIEW OF SERVICE LEVEL AGREEMENTS

MOTION: McAllister moved and Simmons seconded a motion to approve the renewal of the Access Idaho / Idaho Transportation Department Memorandum of Understanding (MOU), and the motion passed unanimously.

Department of Labor Service Level Agreement (SLA), First Amendment

Revisions to the SLA were related to payment of the five-dollar online electronic check transaction fee. Also, vouchers were added as a new payment method. If approved, changes would take effect after beta testing of the unemployment insurance application.

MOTION: Simmons moved and McAllister seconded a motion to approve the First Amendment to the Department of Labor SLA, contingent upon approval by the Department of Labor and review by the Department of Administration deputy attorney general, and the motion passed unanimously.

NEW BUSINESS

Chairman Farnsworth mentioned the establishment of a **State Employee Portal**. Agencies initially involved included the Office of the State Controller, the Public Employee Retirement System of Idaho (PERSI), the Division of Human Resources, the Department of Administration, as well as the ITRMC

Staff. Farnsworth provided details of what the Portal would comprise. A late October 2002, launch was targeted.

ADJOURNMENT

As there was no other new business to come before the Committee, Chairman Farnsworth thanked those in attendance and adjourned the meeting at 2:00 p.m. The next Access Idaho Steering Committee meeting was scheduled for Thursday, October 24, 2002, from 1:30 - 3:00 p.m. in the East Conference Room, JRW Building.

Respectfully submitted,

Emily Gales
ITRMC Assistant